

August 6, 2019

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The Dallas County Board of Supervisors met in regular session pursuant to board rules with Chairman Mark Hanson, Supervisor Kim Chapman and Supervisor Brad Golightly present. Others present: Chuck Sinnard – DC Attorney, Rob Tietz – Operations Director, Beth Deardorff – Human Resources Director, Todd Noah – IS Director, Melinda Harney – Administrative Assistant, Julia Helm – DC Auditor, Al Miller – DC Engineer, Chad Leonard – DC Sheriff, Andy Case – Roads, Jeff Ockerman – Roads, Jerry Purdy – Design Alliance is now Farnsworth Group, Inc, Jeff Osborn – Samuels Group, Travis Lautner – DMACC, Tim Doud – DMACC, Kim Maxwell, Bret Maxwell, Kinzie Maxwell, Alexis Maxwell, Sarah Wong, Kariyn Wang, Amy Wong, Annie Young, Dora Yew, Tiger Wang, Sallow Yan, Zell Yu, Ron Ringgenberg – Johnston, Brenda Burditt – Sheriff's Office, Wade B., Joe Cerwinske – Raccoon Valley Radio, Jim Caufield – The Perry News and Sean Cordy – DC News.

**Item 1:** Call to Order - Chairman Hanson called the meeting to order at 9:00 a.m. Pledge of Allegiance

**Item 2:** Approve Agenda - Motion by Chapman and seconded by Golightly to approve the agenda as presented. All ayes. Motion carried

**Item 3:** Open Forum – Sheriff Leonard presided over the promotion ceremony of Sergeant Bret Maxwell. Sergeant Maxwell has more than 14 years of experience.

**Item 4:** Consent Agenda

A) Payroll & Disbursements from 8/2/2019

Motion by Golightly and seconded by Chapman to approve the consent agenda. All ayes. Motion carried.

**Item 5:** Disc/Action Re: Supervisors Minutes from 7/30/2019.

Motion by Golightly and seconded by Chapman to approve the 7/30/2019 minutes as presented. All ayes. Motion carried.

**Item 6:** Disc/Action Re: Human Resources

A) Payroll Change Notices

Beth Deardorff presented the following payroll change notices:

Sheriff - payroll change Bret Maxwell moved from Detective to Sergeant \$33.52 to \$37.61

- Payroll change pursuant to union contract Aubree Bowers from \$22.36 to \$23.32
- Payroll change pursuant to union contract Monte Marchant from \$19.30 to \$20.14
- Payroll change Dustin Robbins from part-time to full-time Correctional \$1,362.95 bi-weekly
- Request to hire Trevor Murano as a full-time Correctional Officer at \$18.21

Auditor – Request to fill the open full-time Real Estate/Elections Clerk

Motion by Chapman and seconded by Golightly to approve the payroll changes as submitted. All ayes. Motion carried.

B) Employee Handbook

Deardorff reported on the updated language for the hiring, termination and retirement policies.

Motion by Chapman and seconded by Golightly to approve the employee handbook update effective August 6, 2019 as presented today. All ayes. Motion carried.

**Item 7:** Chinese Association of Iowa Educational Tour

Students from China and California are in Iowa to learn about our local and state governments. They will also meet presidential candidates during the Iowa State Fair. Sarah Wong, California, stated this trip is her first to Iowa and she feels it is expanding her view with the different experiences. Other students spoke about their Iowa experiences and thanked the Board for their time.

**Item 8:** Disc/Action Re: Law Enforcement Center Update

Pay Application #18

1. Samuels Group
2. Neuman Brothers
3. Midwest Masonry
4. US Erectors
5. Edge Commercial
6. TT&J Holdings
7. L.A. Fulton & Sons
8. Van Maanen

Jerry Purdy reported on the pay application through the month of July and this payment reflects 74% completion. He stated that the items have been reviewed and he recommends payment. Rob Tietz reviews Samuels Group's pay application.

Motion by Chapman and seconded by Golightly to approve Dallas County Law Enforcement Center pay application #18 for \$794,966.79. All ayes. Motion carried.

Jeff Osborn and Jerry Purdy discussed the items and the process to be considered for the contingency plan.

**B) Inmate Meals Contract**

Motion by Chapman and seconded by Golightly to allow Homecare Services Inc. to terminate the contract for the Inmate meals effective July 31, 2019. All ayes. Motion carried.

Motion by Chapman and seconded by Golightly to approve the agreement with Hy-Vee Waukee and Dallas County Sheriff's Office for Inmate Meals Contract Number 8-2019 and authorize the chair to sign. All ayes. Motion carried.

**Item 9: Disc/Action Re: Courthouse Renovation Project**

Change Orders #2, #3, #4, & #7

Change order #2 - \$2,438.33

#3 - \$3,429.18

#4 - \$470.07 – no action

#7 - \$1,184.80

Motion by Golightly and seconded by Chapman to approve change order #2 with All Makes contractor for \$2,438.33 authorize the chair to sign. All ayes. Motion carried.

Motion by Chapman and seconded by Golightly to approve courthouse renovation project change order #3 with All Makes contractor for \$3,429.18. All ayes. Motion carried.

Motion by Golightly and seconded by Chapman to approve change order #7 with Trinity Construction Group for \$1,184.80 and authorize the chair to sign. All ayes. Motion carried.

The Board recessed at 10:22 a.m. and reconvened at 10:30 a.m.

**Item 10: Disc/Action Re: Secondary Roads**

**A) Engineers Office Relocation Plan Proposal**

Al Miller, DC Engineer, reviewed his plans with the board about moving the Engineer's Office from Adel to central site. He stated that he would like to work with Mr. Purdy on space needs and options.

Motion by Chapman and seconded by Golightly to approve the proposal for the secondary roads facility expansion agreement with Design Alliance is now Farnsworth group on August 6, 2019 and authorize chair to sign. All ayes. Motion carried.

**B) Roads Update**

Miller reported that 173 miles of county roads have been reshaped and there have been 20 culvert replacements.

**C) Process for Disposal of Vacated Secondary Roads Sheds**

Miller stated that the building at central site is almost complete. The equipment from the Waukee location and the motor grader building in Adel will be relocated this fall. Mr. Miller and Mr. Sinnard will present a property disposal plan to the Board at a future meeting.

**Item 11: Disc/Action Re: Bus Barn Renovation DMACC Classroom Project**

Hanson reported that dollars for this project are coming from the cash rent that is collected from DMACC working the county farm ground. Hanson stated that it is great partnering with DMACC. Jerry Purdy presented the concepts to renovate the south end of the bus barn to create two classrooms. Tim Doud, DMACC, stated this space will be used for classes in agronomy, soils and crop scouting. He further stated that the unfinished part of the building could be used as a lab area for soil sampling and plant dissection. Mr. Doud reported that all the classroom furniture and equipment will be supplied by DMACC. The direction from the Board was for DMACC to finalize plans and go over the specs with several contractors to get final bids.

Move to item #14

Board recessed at 12:10 a.m. and reconvened at 1:16 a.m.

**Item 12: Disc/Action Re: Board Appointments**

Motion by Golightly and seconded by Chapman to approve Resolution 2019-0069 Planning & Zoning Commission. All ayes. Motion carried.

**RESOLUTION 2019-0069**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF DALLAS  
APPOINTING PERSONS TO THE DALLAS COUNTY PLANNING AND ZONING COMMISSION.**

**WHEREAS**, the County of Dallas has availed itself of the provisions of Chapter 335 of the Code of Iowa relative to zoning, and

**WHEREAS**, the Board of Supervisors has the power to appoint persons to fill such vacancies pursuant to

Section 335.8 of the Iowa Code,

**WHEREAS**, the person is eligible for appointment to said commission, and upon such appointment, the make-up of the commission remains in conformity with law.

**NOW, THEREFORE, BE IT RESOLVED** that the following person is appointed to the Dallas County Planning and Zoning Commission with a term ending as described below:

Cathy Erickson

**Term Ends**  
3/31/2023

**AYE**

**NAY**

Mark A. Hanson, Chairman  
Brad Golightly, Member  
Kim Chapman, Member

Dated this 6<sup>th</sup> day of August, 2019

ATTEST: Julia Helm, Dallas County Auditor

**Item 13: Disc/Action Re: Homecare Services**

HomeCare Services sent a letter to the Board terminating congregate meals, home delivered meals and in home aide services effective August 30, 2019. HomeCare as of July 31, 2019 had terminated the jail meals with the Dallas County Sheriff's Office. Chapman proposed reducing the block grant funding for this month by \$1200.

Chapman stated that the Board needs to discuss how the county proceeds with those terminated services. Hanson stated that he will contact Aging Resources. Golightly would like to see resources be given directly as a voucher instead to a third party service provider. Hanson stated that this item will be on next week's agenda as a timed item with Public Health and Community Services.

Chapman stated that as of this date the county is not subsidizing transportation and HIRTA at this time has not requested funds.

**Item 14: Disc/Action Re: Possible Closed Session Pursuant to Iowa Code (21.5C) to discuss pending litigation**

11:38 a.m.

Motion by Chapman and seconded by Golightly to go into a closed session pursuant to Iowa Code (21.5C) to discuss pending litigation

Role Call

Mark Hanson – Yes

Kim Chapman – Yes

Brad Golightly – Yes

Motion carried.

12:08 p.m.

Motion by Chapman and seconded by Golightly to go out of a closed session pursuant to Iowa Code (21.5J) to discuss purchase of particular real estate.

Role Call

Mark Hanson – Yes

Kim Chapman – Yes

Brad Golightly – Yes

Motion carried.

**Item 15: Disc/Action Re: Proposed Amendments to chapter #45 Zoning Ordinance – Add to next week's agenda.**

The Board recessed at 2:27 p.m.

Location Change: Kuehn Conservation Area 32828 Houston Trail, Earlham, IA

**Item 16: 5:30 p.m. Joint Meeting with Dallas County Conservation Board**

The Board reconvened at 5:40. The Supervisors were introduced. The Conservation Board proceeded through their agenda. An environmental education update was presented by Chris Adkins, Naturalist. Mr. Adkins spoke about the educational programs bringing students into nature and how that experience is brought back into the classroom. He presented numbers of students reached and talked to the Board about how additional staff could enhance the program. The group went on a tour of the Kuehn Conservation Area buildings.

**Item 17: Other Business - none**

**Item 18: Motion to Adjourn-** Motion by Chapman and seconded by Golightly to adjourn the meeting at 7:32 p.m. All ayes. Motion carried.

Julia Helm, Dallas County Auditor

Mark Hanson, Chairman